FORM 1: REQUEST TO RECRUIT FOR FACULTY APPOINTMENT

Requesting Departmental Information

School: ______________________ Date: ______________________
Department(s): ______________________ Contact: ______________________
Phone: ______________________

New Position: YES or Replacement (highlight one)
Faculty Status: TT, Lecturer, or Tenured (highlight one)

Position Rank/Title: Assistant, Associate, Full, Open (could be filled by any title) (highlight one)
Discipline/Field: ______________________

Anticipated Start Date: ______________________
Special Responsibilities (eg. Chair) ______________________
Appt. Months ______________________

Department Profile:
%-T/TT=
FTL Entitled=
Total FTEF=
# majors=
#FTES=
SFR=

Rationale for Position Allocation (new area, gaps in curriculum, etc.)

Status of Student Learning Assessment

Required Approvals:

Department Chair or Director
Print Name Signature Date

Dean
Print Name Signature Date

Provost
Print Name Signature Date

COPY TO CHAIR, DEAN, & PROVOST
MEMORANDUM

TO: Dean
FROM: Dept/Program Chair
SUBJECT: Position Request for _________________________________

1) How do the new positions address strategic objectives?

2) How does the request strengthen the major or move the program in a new direction? Will this lead to a signature program?

3) How do these new faculty positions connect with regional needs and the global environment?

4) How do these positions address the vision of an inclusive and diverse university (equity and inclusion plan)?

5) Does the department demonstrate significant work on assessing student learning and using the feedback to improve curriculum?

6) Special attention will be paid to programs that are under 70% tenured or have a larger proportion of FTES majors to UWR.